

REAL ESTATE BOARD
COMMON INTEREST COMMUNITY MANAGEMENT INFORMATION FUND
RFP REVIEW COMMITTEE

MINUTES OF MEETING

March 21, 2007

The Real Estate Board Common Interest Community Management Information Fund RFP Review Committee met on Wednesday, March 21, 2007 at the Department of Professional and Occupational Regulation, Richmond, Virginia. The following Board members were present:

Marjorie Clark
Scott Gaeser
Miles Leon

DPOR staff present for all or part of the meeting included:

Dawne Cooper, Virginia Contract Officer
Tom Perry, Property Registration Administrator
Cynthia Schrier, Community Association Liaison

Ms. Cooper called the meeting to order at 1:08 PM.

Call to Order

At 1:09 PM Mr. Gaeser made a motion which was seconded by Ms. Clark, that the Committee recess and the Committee immediately reconvene in **closed meeting** for the purpose of discussing the awarding of public contracts involving the expenditure of public funds as permitted by § 2.2-3711.A.30 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Dawne Cooper, Tom Perry, and Cynthia Schrier.

Closed Session

At 2:56 PM, a motion was made by Ms. Clark and seconded by Mr. Gaeser that the Committee reconvene in open session.

WHEREAS, the Real Estate Board Common Interest Community Management Information Fund RFP Review Committee has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Certification

WHEREAS, §2.2-3712 of the Code of Virginia requires a certification by this Real Estate Board Common Interest Community Management Information Fund RFP Review Committee that such closed meeting was

conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Board Common Interest Community Management Information Fund RFP Review Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Board Common Interest Community Management Information Fund RFP Review Committee.

VOTE: 3-0

AYES Clark, Gaeser, and Leon

NAYS: None

ABSENT DURING THE VOTE: None

ABSENT DURING THE MEETING: None

There being no further business, no public comment, the meeting adjourned at 2:58 PM.

Adjourn

R. Schaefer Oglesby, Chairman

Jay DeBoer, Secretary